

CACC MEETING MINUTES

COURT AUTOMATION COORDINATING COMMITTEE A Subcommittee of the Commission on Technology

Thursday, December 16, 2010
10:00 AM - 12:30 PM

ARIZONA SUPREME COURT
1501 W. Washington
Phoenix, AZ 85007



AUDIO PHONE NUMBER: 1-602-425-3193
AUDIO ACCESS CODE: 1126#

MEMBERS PRESENT

Kip Anderson*
Timothy Dickerson*
Julie Dybas
Mary Hawkins*
Donald Jacobson
Phillip Knox
Patrick McGrath
Joan Harphant (*Julie Bower, proxy*)*
Richard McHattie
Rona Newton
Patricia Noland
Michael Pollard, *Chair*
Lisa Royal*
Paul Thomas

GUESTS

Steve Ballance, *Pima Superior Court*

MEMBERS ABSENT

Cathy Clarich
Rick Rager

AOC STAFF

Stewart Bruner, *ITD*
Bob Macon, *ITD*
Adele May, *ITD*
Alicia Moffatt, *ITD*
Jim Scorza, *ITD*

* indicates appeared by telephone

CACC MEETING MINUTES

WELCOME AND INTRODUCTORY REMARKS

Judge Michael Pollard, Chair, called the Court Automation Coordinating Committee (CACC) meeting to order just after 10:00 a.m. with a roll call and staff confirmed that a quorum existed. He then requested members' input regarding the minutes from the previous meeting.

MOTION: A motion was made and seconded to accept the minutes of the November 18, 2010, CACC meeting. The motion passed unanimously.

PACC UPDATE

Rona Newton reported that PACC's four meeting schedule for 2011 is being synchronized with both the Committee on Probation and CACC meeting schedules to put in place the business input and feedback process mentioned previously. The PACC calendar will be distributed to members once finalized.

REVIEW OF CHANGES TO MINDMAP THIS MONTH

Judge Pollard expressed his frustration with the lack of meeting attendance by local project managers specifically requested to provide project updates. This follows the clear direction from COT that was provided to CACC on the subject. He pointed out that the timeline agreed to last month removes any issue of last minute notification and that attendance is required.

Staff member Stewart Bruner then reported on the specific changes made by managers of both statewide and local projects received since last meeting but not appearing in the two views of the MindMap related to discussion in upcoming agenda items. He specifically pointed out that a macro view of COT priority projects is now being provided each month.

Based on the experience of the past month with the zip file containing the spreadsheets submitted, Stewart reviewed two refinements in the meeting-to-meeting timeline.

LJ CMS AND BENCH AUTOMATION PROJECT CHANGES UPDATE

Adele May, Limited Jurisdiction (LJ) Case Management System (CMS) Project Manager at the AOC, outlined the changes made to project dates for both bench automation and the LJ CMS project, based on dependencies to the future releases of AJACS and Phoenix's gap analysis activities. Judge Pollard shared his concern that gap analysis completion dates are slipping while courts having end-of-life CMSs, like PCCJC, have increasing risk of failure and/or the sweeping of the funds they have set aside for implementation. Adele explained the strategy of including the maximum number of features (e.g., defensive driving) in the AZTEC-replacement system before closing the baseline and stated that her development cutoff date remains the same regardless of what happens with the enhanced gap work for Phoenix. She projected a springtime release date for the pilot court version. Adele also reviewed her current thinking about data conversion: convert less but provide an "import on demand" function for data associated with an individual case. Her group is also surveying courts regarding certain business practices and investigating the issues with financial processing raised in Phoenix's gap activities.

Adele delivered an update provided to her by Jennifer Gilbertson on gap activities in Phoenix Municipal Court. Business requirements for person matching have been finalized and delivered to AmCad while those for sentencing are taking longer due to the complexity of the subject

matter. In answer to a question about timing and Phoenix's commitment level, Jim Scorza shed additional light on the gap activities originally planned versus the pilot gap activities currently underway. Phoenix is providing AmCad a "test case" using two of its identified gaps, one easy and one difficult, before contracting for closure of all the remaining items. Members were concerned about what other options exist should Phoenix decide that AmCad's solutions to these two gap items are insufficient.

Focus turned to specific issues with financials being raised by Phoenix. Adele stated that addressing the issues raised could potentially require changes to the structure of the AmCad database, affecting not only AJACS courts but all courts around the nation currently using AiCMS. Members expressed concern about the length of time being taken to obtain the enhanced gap details including several additional gap areas beyond the "test case" items, because analysis is still needed to evaluate them individually for inclusion in the AZTEC-replacement baseline. As a result of the discussion, CACC will add a standing agenda item to keep abreast of the financial restructuring effort.

JOLTSaz PROJECT CHANGES UPDATE

Bob Macon, JOLTSaz Project Manager at the AOC, updated members on an additional change made to the project "go-live" date since detailed discussion at last month's CACC meeting. At the request of business customers, JOLTSaz implementation in Pima has moved to Independence Day weekend, but the milestones leading to it remain on the dates shown last month. Pima representatives reiterated that end-to-end testing is vital and that their implementation activities will be more complex than for the rural counties that will follow, due to integration with the county attorney.

Bob also detailed the strategy for addressing Statewide Identifier (SWID) integration with Maricopa iCIS that was recently agreed to, culminating in hiring a contractor to perform the work. Members discussed the three different identification numbers in the state for juveniles and differences between the juvenile probation identification system and the adult probation identification system, especially timing of fingerprints being taken.

POST-IMPLEMENTATION REPORTS

No post implementation reports were made.

ITEMS OF OLD OR NEW BUSINESS

No items of old or new business were raised.

The next meeting will take place in **Room 230** of the **State Courts Building** on **January 20, 2011**. Dates reserved for 2011 CACC meetings have been posted on the COT website.

The meeting adjourned at 11:25 a.m.